

State of Hawaii
Department of Human Services
Social Services Division
Child Welfare Services Branch

ADDENDUM No.: 1
Date issued: May 7, 015

To

Request for Proposals
RFP No.: SSD-15-POS-5000
Geographical Location: Kauai
Neighborhood Drop-In Centers
KNA
Kauai Drop-In Centers

Release Date: May 1, 2015

Date: May 6, 2015

ADDENDUM NO. 1

To

REQUEST FOR PROPOSALS RFP No.: SSD-15-POS-5000 Geographical Location: Kauai Neighborhood Drop-In Centers NKA Kauai Drop-In Centers

The Department of Human Services, Social Services Division, Child Welfare Services Branch, is issuing this addendum to RFP No. SSD-15-POS-5000, on Kauai, for the purposes of:

- ☒ Amending the RFP
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended
- ☒ is not amended.
- ☐ for Final Revised Proposals is <date>.

Attached is (are):

- ☐ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☒ Amendments to the RFP.
- ☐ Details of the request for final revised proposals.

If you have any questions, contact:

Cyndy S. Pierce, POS Specialist

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David Y. Ige
GOVERNOR



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STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
Social Services Division/Social Services Office
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Tissue Genesis Tower, Fourth Floor
810 Richards Street, Suite 400
Honolulu, Hawai'i 96813

MEMORANDUM

DATE: May 7 2014

TO: Prospective Applicants

FROM: Mona Maehara, Administrator
Social Services Division

SUBJECT: ADDENDUM TO RFP NO.: SSD-154-POS-5000
Geographical Location : Kaua'i
Service: Neighborhood Drop-In Centers NKA Kaua'i Drop-In Centers

Attached is the addendum for the Requests for Proposal (RFP) for the **Neighborhood Drop-In Centers NKA Kaua'i Drop-In Centers** that was release on May 1, 2015 by the Department of Human Services, Social Services Division, Administrative and Program Support Staff. The purpose of the addendum is to make amendments to the RFP and to provide clarification.

If you have further questions about the RFP, please contact the person designated in part 1.6 of Section 1 of the RFP. Thank your for your interest in this procurement.

This addendum includes updates to the RFP, as indicated here:

1. Wording Corrections, Amendments, and/or Add-ons: to the various sections of the RFP
2. Work Plan, in Word format.

I. Amending the RFP:

A. Section 3, , "Proposal Application Instructions," third paragraph, on page 3-1, preferred number of pages for narrative portion for each section, amended as follows:

1. Add as revised bullet number 1, following section and number of pages:
 - "Proposal Application Checklist (1-2 pages);"
2. Move current bullet number 2, "Table of Contents (2pages)" to be revised bullet number 2;"
3. Move current bullet number 1, "Proposal Application Identification Form," as revised bullet number 3; and amend to allow "(1-2 pages)."

II. Work Plan in Word Format as attached herewith.

WORK PLAN

Neighborhood Place of Kaua'i

RFP No.: SSD-15-POS-5000 Sites: East Kaua'i and West Kaua'i

Agency

SERVICE ACTIVITIES AND PROGRAM REQUIREMENTS	SPECIFIC TASKS	TITLE OF RESPONSIBLE STAFF AND BACK-UP STAFF	TIMELINE/SCHEDULE
1. Program Overview			
2. Experience and Capability			
A. Necessary Skills			
B. Experience			
C. Quality Assurance and Evaluation			
D. Coordination of Services			
E. Facilities			
3. Project Organization and Staffing			
A. Staffing			
B. Project Organization			
C. Performance Measurement Forms A, B, and C			
4. Service Delivery			
A. Referral and Case Closure			
B. Direct Service Plan Provision			
C. Coordination with the DHS			
D. Grievance and Dispute Resolution Procedures			

[illegible]